



STUDY SUPPORT SUPERVISOR (Teaching Assistant Apprenticeship at Level 3)

Required September 2025

The Norton Knatchbull School is seeking an organised, professional, positive and resilient apprentice, who has a desire for pursuing a career in the education sector. The successful candidate will support pupils in a range of subjects.

- Salary: £20,273 FTE / £16,532 pro-rata. (38 weeks paid over 12 months).
- 08:15 – 15:45 (35 hours per week).
- Expected duration: 20 Months.

What you will do in your working day:

- Provide high quality cover for lessons, teaching lessons as outlined by absent teachers.
- Supervise whole classes and give instructions for a lesson as provided for by a teacher.
- Promote good behaviour of students and make sure that pupils engage in the learning activity.
- Respond to students' general questions and provide feedback to the teacher.
- Establish rapport and respectful, trusting relationships with students, setting high expectations.
- Adapt lessons and provide support and interventions to support students' progress and development.
- Use of ICT and other equipment to enable students to achieve the objectives set by the teacher
- A firm commitment to Continued Professional Development.
- Provide knowledge and experience to advise and guide pupils in their learning and promote students' progress.
- Provide student interventions by offering feedback and suggesting methods/strategies for students to use to improve their skills.
- Provide First Aid to students in the absence of the Principal First Aider (Full First Aid Training will be provided).

The training you will receive:

Delivered by **Heart of England Training (HOET)**

- Four mandatory day courses.
- A structured programme of off-the-job training, mock assessments, and professional discussions.



- A final End Point Assessment including observation and portfolio-based discussion.

Entry Requirements:

- Level 2 English and Maths (GCSE Grade 5 or above)

What to expect at the end of your apprenticeship:

- Following completion of the apprenticeship, there may be an opportunity to secure a permanent position, subject to available vacancies.

Deadline for applications: **9am – Friday 3rd July 2026**

Interviews will take place as soon as possible thereafter.

We reserve the right to shortlist and interview prior to this date depending on applications received.

NKS is committed to the continuing Professional Development and Equal Opportunities for all our staff. We support our employees in career development and respect initiative and ambition. It is important for our students to understand and experience the strength and depth of a diverse community and we aim to create a culture that encourages and values diversity, and that appoints, rewards, and promotes staff based on merit. To show our commitment to this, the school has achieved the Race Charter Mark and has also secured UK Feminista recognition, achieving Silver accreditation.

Only candidates who are shortlisted will be contacted.